

Final Estimates - Technical Review Team (TRT)
Teleconference Meeting Minutes, Instructor, Provider and Proctor
Approval Recommendation Report, October 21, 2009
Teleconference phone number (850) 414-4972

Present were David Chason, Chairman, and the Final Estimates Technical Review Team (FETRT) members; Sherry Valdes, Eddy Wilson, John Burnette (via phone), Barbara Espino-Perez (via phone). Also present was Wayne A. Rilko with the Center for Transportation Training (CTT) at the University of Florida. The meeting began at 10:00 AM. The following items were discussed.

On the Agenda, “Discussion of recommendations for pending requests for approval as CTQP Final Estimates Level II Training Instructors, Provider and Proctor for Final Estimates Level I and II training Courses”.

A) Proposed Instructors For Final Estimates Level II Training Course:

1. Proposed Instructor from AIM Engineering & Surveying, Inc.
Dennis Barber

a) Instructor Review

After review of the instructor’s credentials and experiences, a unanimous recommendation of approval as instructor for the Final Estimates Level II Training Course was made on Dennis Barber.

b) Recommendation

As a result of discussion and after review of the instructor, we recommend approval of Dennis Barber as instructor of the Final Estimates level II Training Course.

c) Instructor Contact Information:

AIM Engineering & Surveying, Inc.
Dennis Barber
P.O. Box 1235
Lehigh Acres, FL 33970-1235
Phone: (850) 482-4414
FAX: (850) 482-4739

2. Proposed Instructors from Reynolds, Smith and Hills (RS & H CS)
Bridget Blansit
Bill Downey

Frank DuPont
Jack Elliott
Adam Gosselin
Mark Hirsch
Ed Hudec
Darla Hunsicker
Tony Manos
George Miller
Jennifer Rhoden
Tom Rice
Ben Searight
Joe Shaughnessy
Tom White
Aime Yocca

a) Instructor Review

- After review of the following instructors' credentials and experiences, a unanimous recommendation of approval as instructor for the Final Estimates Level II Training Course was made on Bridget Blansit, Bill Downey, Adam Gosselin, Darla Hunsicker, and Jennifer Rhoden based on each one of the mentioned instructors perform a Dry Run, via Video or in person, of the Final Estimates Level II Training Course.
- After review of the following instructors' credentials and experiences, a unanimous recommendation of disapproval as instructor for the Final Estimates Level II Training Course was made on Frank DuPont, Jack Elliott, Mark Hirsch, Edward Hudec, Anthony Manos, George Miller, Tom Rice, Benjamin Searight, Joe Shaughnessy, Tom White, and Aime Yocca based on their inexperience reflected in their resumes regarding the preparation of the Final Estimates.

b) Recommendation

- As a result of discussion and after review of the instructors, we recommend approval of Bridget Blansit, Bill Downey, Adam Gosselin, Darla Hunsicker, and Jennifer Rhoden as instructors of the Final Estimates level II Training Course based on each one performing a Dry Run, via Video or in person, of the Final Estimates Level II Training Course.

The following instructors; Bridget Blansit, Bill Downey, Adam Gosselin, Darla Hunsicker, and Jennifer Rhoden are to please contact David Chason to set up a date and time to perform a dry run presentation of the Final Estimates Level II Training Course material to the FETRT Committee. David Chason can be reached by phone at (850) 414-4171 or email: david.chason@dot.state.fl.us

- As a result of discussion and after review of the instructors, we recommend disapproval for Frank DuPont, Jack Elliott, Mark Hirsch, Edward Hudec, Anthony Manos, George Miller, Tom Rice, Benjamin Searight, Joe Shaughnessy, Tom White, and Aime Yocca as instructors of the Final Estimates Level II Training Course based on their inexperience reflected in their resumes regarding the preparation of the Final Estimates.

c) Instructor Contact Information:

RS & H CS
435 Clark Road
Suite 405
Jacksonville, FL 32218
Phone No. (904) 256-2570

B) Proposed Proctor to Administer Exams For Final Estimates Level I and level II Training Courses

1. Proposed proctor from RS & H CS

Ms. Nancy Wong

a) Proctor Review

After review of the proctor's credentials and experiences, a unanimous recommendation of approval as proctor to administer the exams for the Final Estimates Levels I and II Training Course was made on Nancy Wong.

b) Recommendations

As a result of discussion and after review of the proctor, we recommend approval of Nancy Wong as proctor to administer the Final Estimates Levels I and II Training Course Exams.

c) Proctor Contact Information

RS & H CS
435 Clark Road, Suite 405
Jacksonville, FL 32218
Phone: (904) 256-2570
FAX: (800) 490-3795

2. Proposed Proctor from CSI Geo, Inc.

Patricia Waller, Bensa Nukunya, Deepak Dave

a) Proctor Review

After review of the proctor's credentials and experiences, the FETRT Committee members based their decision, on the Department's position, to approve firms as providers for courses and not proctor exams only. CSI Geo, Inc. is requesting to proctor exams only. No further action was taken by the FETRT Committee on this firm. The recommendation was made for disapproval.

b) Recommendations

As a result of discussion and after review of the proctor, it is the FETRT's request that you pursue becoming a provider for the Final Estimates level I and level II courses first. Once you are an approved provider, proctoring the exams should be no issue (once the proctor's resume is reviewed and approved). The recommendation was made for disapproval.

c) Proctor Contact Information

CSI Geo, Inc.
2394 St. Johns Bluff Road South
Suite 200
Jacksonville, FL 32246
Phone: (904) 641-1993
FAX: (904) 645-0057

C) Proposed Provider of the Final Estimates Level I and level II Training Courses

1. RS & H CS as Provider

a) Provider Review

After a review of the provider's submitted facilities and equipment, a unanimous recommendation of approval as a provider for the Final Estimates Level I and Level II Training courses was made on RS & H CS.

b) Recommendations

As a result of discussion, after a review of the provider's submitted facilities and equipment, a unanimous recommendation of approval as a provider for the Final Estimates Level I and Level II Training courses was made for RS & H CS.

c) Provider Contact Information

RS & H CS, Inc.
435 Clark Road, Suite 405
Jacksonville, FL 32218
Phone No: (407) 893-9171
Fax: (904) 256-2570

Meeting adjourned at 11:00 AM